



## TOWN OF UPTON, MASSACHUSETTS

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### BOARD OF SELECTMEN

July 7, 2016

MEMO TO: Board of Selectmen  
FROM: Blythe C. Robinson *BCR*  
Town Manager  
RE: Funding Recommendation – Demolition of #2 Grove Street

In February, 2015 the Board called a Special Town Meeting for the purpose of asking the voters to authorize funding for the Town to acquire the property at #2 Grove Street. The purpose of which was to raze the building on the parcel and create additional parking for employees and visitors to Town Hall. The funding authorized enabled us to purchase the foreclosed property and pay the outstanding property taxes. Trust funds were used to relocate the tenants and former owner. We are ready to take the next step in the process which is to demolish the building for which we accepted quotes as required by M.G.L. Chapter 149 on Thursday, July 7<sup>th</sup>. Based upon the lowest responsible quote and a 20% contingency for unforeseen conditions I am requesting that the Board authorize spending from the Risteen Beautification Fund in the amount of \$27,360.

We put out an invitation to quote as called for in State law, and received responses from five contractors. The low quote was \$20,028; however the contractor is located in Georgia did not include the required addendum form and thus must be considered unresponsive. Their quote package also did not indicate that they are licensed to perform work in Massachusetts. The second low bidder is Associated Building Wreckers in Springfield, MA whose quote was \$22,800. Prior to the meeting on Tuesday night we will complete our background check into this firm. When this project was planned, it was decided that the Town Hall renovation project would pay for the purchase of the property and tenant relocation, and the Board would use trust funds available to them for the demolition and construction. I've also included with this memo the original budget from which you will note the initial estimate for construction was about 35% lower. That original estimate was from a local contractor and did not include prevailing wages which are required to be paid by state law. The contingency is requested to give us the latitude to pay for any hazardous materials in the building (there may be some asbestos tile) or any other unforeseen conditions.

Pending approval of the funds to tear this down, our next steps are as follows. We are required to file a Notice of Intent with the Conservation Commission and a Site Plan Review with the Planning Board (because there is a change of use and > 10 parking spaces). We have a local engineer working on that at present and hope to file with Board boards in the next couple of weeks. The cost of that fee has been paid out of the consulting services line item in the Public Works budget. The demolition contractor estimates that the process to remove the building takes about six weeks, and the actual demolition can be accomplished in one day. With the approvals in hand and demolition

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we will hope to complete the parking lot construction in the early fall. Once the design is complete we will finalize the price to perform that work, which will also be funded from the trust fund.

I would be happy to review this with you at our next meeting and answer any questions you may have about this recommendation.

Cc: Vincent Roy, DPW Director  
Pat Roche, Building Official

